

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

JULY 10, 2019

- I. **CALL TO ORDER/GREETINGS:** The meeting was called to order by Dr. Mark Bailey. President Bailey welcomed everyone to the open session. Dr. Bailey reported we have an agenda online and people were free to view it while they were there or later on at their own convenience. July's agenda was seconded and approved. June's meeting minutes approval was delayed until next month to verify whether corrections were made.

Board Members Present: Dr. Mark Bailey, President, Michele Kutta; 1st Vice President,; Robert Lang, 2nd Vice President; Kirk Helfeinbein, Secretary; Robert Bradshaw; Dr. Ahmed Elzaree; Melanie Oppat; Sheria Jennings; Christy Collins; Dr. James Kalshoven.

Board Members Absent: D. Lynn Newman

Board Staff: Thomas Anderson, Health Occupations Inspector; Carla Boyd, Esq., Board Counsel.

Board Staff Absent: Gail V. Tucker, Executive Director; Eula Gautreaux, Licensing Chief; Lisa Woods, Office Secretary

- II. **PRESIDENT'S REMARKS:** President Bailey wanted to take this opportunity to welcome the 3 new board members. Dr. James Kalshoven introduced himself, stating he is a resident of Lanham, Maryland and a consumer member of the Board. Dr. Kalshoven retired from NASA, and went on to get his Master's from Maryland. Dr. Kalshoven keeps occupied by substitute teaching in P.G. County. Dr. Kalshoven has 2 kids in high school, one that graduated from Dartmouth, and another in the Naval Academy. Christy Collins introduced herself as a resident of Harford County, and was also a substitute teacher in the Harford County Public School System, however currently working at Aberdeen Proving Ground. Ms. Collins has 4 children, 2 in college and 2 in the high school system. Sheria Jennings introduced herself as a licensed mortician and funeral director.

- III. **ADMINISTRATIVE REPORT:**

No report.

- IV. **COMMITTEE REPORTS:**

- a. **Executive Committee** –No report.
- b. **Family Security Trust Fund Advisory Committee** – Chair, Dr. James Kalshoven, reported we haven't received any new funds, and the interest continues to grow.
- c. **Pre-Need Committee** – No Report.
- d. **Establishment Committee** – No report.
- e. **Licensure Committee** – Chair Michele Kutta reported on the following:
 - i. **Apprentice** – Ms. Kutta moved for approval for apprenticeship. Motion was seconded and approved for the following:
Julia Muko, Evans Funeral Chapel

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Mortician – Ms. Kutta moved for the approval for Mortician. Motion was seconded and approved for the following:
Jonathan Holloway

- ii. Crematory Operator – Ms. Kutta moved for approval of crematory operator permit. Motion was seconded and approved for the following:
Carmelita March-Harris, March Funeral Homes

f. Continuing Education Units Committee –Chair Melanie Oppat reported on the following CEUs –motion was seconded and approved.

1. NFDA – Going Green in 2019 – 8/22/2019 – 1 Ceu.
2. NFDA –Making it Meaningful with Remembering a Life – 10/27/2019- 1 Ceu.
3. NFDA – Dancing on the Edge of a Revolution: Helping People and Building Business in the Connected World –1 Ceu’s
4. NFDA – Honor, Duty, Sacrifice – 10/30/2019 – 1 Ceu.
5. The Dodge Company – Technical Embalming –Ongoing dates – 1.5 Ceu’s.
6. Selected independent Funeral Homes – 2019 Annual Meeting – 9/23- 9/26/2019 – 10 Ceu’s.
7. NJFSCE – 2019 Funeral Directors Convention and Expo – 9/17- 9/19/2019 – 12 Ceu’s.
8. The Dodge Company – Mortuary Cosmetics – Ongoing – 1.5 Ceu’s.

V. **OLD BUSINESS:**

Michele Kutta, 1st Vice President reported it has come to the attention of the Board that we have possibly collected fees on ineligible applications, we are looking into the possibility, and the protocols for refunding these monies to licensees as well as those who were approved to be refunded. We are in the process of working through that with different departments in the building.

NEW BUSINESS:

No report.

VI. **FOR YOUR INFORMATION:**

There will be no Board meeting in August, as it has been that way for a couple of years now. The next Board meeting will be September 11, 2019. The next jurisprudence exam will be

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offered on October 15, 2019 at 10:00 a.m. The practical exam will be posted at a later date where there still need to be confirmation from the State Anatomy Board for the location of the practical.

VII. **LEGISLATIVE/REGULATION UPDATE:**

Dr. Mark Bailey, President reported the Legislative Committee has voted to approve the updated regulation 10.29.03. The Legislative Committee has already voted to approve and is looking for full Board approval. A motion was seconded and approved. The legislative process will move forward with Ms. Lillian Reese

VIII. **Adjournment:** With no further business, pursuant to Maryland State Government Article, Code §10-501 et. Seq., on a motion by President Dr. Mark Bailey, and properly seconded, the Board unanimously voted to conclude the meeting.